

Town of Acton Community Preservation Committee
Draft Minutes, November 8, 2012
Acton Memorial Library Meeting Room

Members Present: Roland Bourdon (Chair), Tory Beyer, Walter Foster, Amy Green, Betsy Mercier, Susan Mitchell-Hardt, Corrina Roman-Kreuze, Ken Sghia-Hughers, Peter Ashton (Associate), Dore Hunter (Associate)

Also Present: Roland Bartl, Kristen Domurad-Guichard, Herman Kabakoff, Jeff Long-Middleton, Bob Ingram, Ira Smith, Bill Mullin, Ruth Thatcher, Nancy Hoover

The meeting was opened at 7:30 by Chair Bourdon

1. Bill Mullin, Morrison Farm Committee, Chair
 - a. Asking for extension of application due date to December 17th as they need to continue to coordinate with Board of Selectmen. Their approval meeting is anticipated to occur December 3rd
 - b. Foster moved to allow project submission for Morrison Farm be extended to December 17th; Roman-Kreuze seconded; all in favor.
2. Meeting Minutes
 - a. Roman-Kreuze moved to approve 9/27/2012 meeting minutes with name spelling correction; Mitchell-Hardt 2nd; all in favor
3. Nancy Hoover, West Acton Baptist Church (WABC)
 - a. PowerPoint slide show available at <https://doc.acton-ma.gov/dsweb/View/Collection-5069/Document-37062>
 - b. Community preservation goals that they will be applying for will include
 - i. Funds for master plan for overall restoration efforts
 1. OMR is current consultant they are talking to
 2. Estimated cost is \$20,000-\$25,000 but this has not been set
 - ii. Funds for bell tower restoration
 1. Steeple itself is in good shape
 2. Floor and beams on which the bell rest need restoration
 - c. Committee discussed and suggested two separate applications; one for belfry which is most urgent and one for the master planning
 - d. WABC reported that for most of the actual restoration to be undertaken following the master planning, they will be able to rely on their existing funding sources.
 - e. WABC asked when decisions are made; told that applications due 11/27 and by mid-February CPC will make recommendations to Board of Selectmen and Finance, then on to Town Meeting.
 - f. A liaison CPC member will be established if the project advances

- g. WABC will likely need to come back for a more formal presentation some time after 11/27
 - h. WABC asked how many quotes would they need to get; told that for the application one quote is alright (although more is better) but that would need 3 quotes (depending on amount) before actual restoration work is approved.
4. Kathryn Acerbo-Bachmann – Acton Historic District Commission, Chair
- a. Discussed Historic Preservation Loan Program
 - b. Intent is to establish fund for low interest loans for home owners to help pay for qualified work (it was noted that project that involved just painting, for example, would not qualify under CPC definitions)
 - c. Department of Revenue has issued a letter indicating that CPC funds for landscaping would not qualify, but funds for low interest loans could qualify
 - d. Would expect that a committee comprised of a member of the Historical Commission, Historic District Commission, and CPC would be formed to oversee applications for the loans
 - e. Discussion of whether Town or bank (ie, Enterprise Bank) would do much of the administrative work; this still needs to be resolved
 - f. Discussion of whether new By Laws and/or policies would be needed; this also needs to be resolved with Town Counsel, Board of Selectmen
 - g. Cannot be no-interest loans, but will have to work with bank to establish the loan rate
 - h. Expect project to be in the \$10,000-\$15,000 range
 - i. Would request \$150,000 CPC funds so that up to 10 projects could occur simultaneously. Would evaluate program to determine if additional funds might be warranted in the future; loans that are paid off would be revolving and available for the next project
 - j. These issues may not be fully resolved by 11/27 but at the least the potential request would have a placed holder for next year
 - k. Foster volunteered to continue as liaison as project advances
5. Chapter S Amendments
- a. Bartl referred to Memo of 11/6/2012
 - b. Changes needed to make Town Bylaws consistent with CPA changes at state level
 - c. Will need to go to Town Meeting to approve changes, and this should probably be on the agenda before the individual CPC projects are discussed at Town Meeting
 - d. There are also alternative means for obtaining funding that the Committee agreed should at least be put in place if not activated at this time
6. Community Perceptions and Outreach
- a. Draft brochure reviewed and comments made on minor corrections, changes and additions

- b. Another draft will be made available for next meeting at which point Committee can discuss circulation such as at Town Meeting

7. Updates

- a. Mitchell-Hardt mentioned that Asa Parlin house was discussed at Selectmen's meeting and an article was in the Beacon
- b. Ashton reported that there may be application for a major Open Space purchase for the Ernie Anderson property
- c. Mercier reported that Recreation has several possible applications
 - i. Goward Playground; has funds from fund raising and from town, but may need additional CPA funds for improvements
 - ii. Elm Street – funds needed to install donated equipment, some excavation and drainage, sidewalk, covered picnic area and fencing; no cost estimate yet
 - iii. NARA
 - 1. Signs to Beach Access etc (+/- \$10k)
 - 2. Cover for electrical equipment at stage (+/- 10k)
 - 3. Bathroom and snack bar to accommodate Miracle Field and rest of NARA (design money) (+/- 25k)
 - 4. Pavilion – Need more design money as the previously designed pre-fab building went to bid and did not get any quotes, so need to redesign for a more traditional construction
- d. Bartl reported that Dean Charter may be requesting funds for street trees.

Foster moved to adjourn at 9:08; Roman-Kreuze 2nd; all in favor